The Covid-19 virus presents a unique challenge to the safe and effective delivery of assessments.  The British Horse Society’s priority at this time is the health and wellbeing of all candidates, assessors and centre staff, employers involved in the process.

All reasonable measures should be taken to ensure a safe, and valid result can be awarded to all candidates, and that standards are maintained as consistently as possible.

**Ride**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Area/Activity (Hazard)** | **People at Risk** | | **Controls** | **Other Precautions** |
| Cross contamination/infection | Candidate  Assessor  Centre staff | | Assessors or candidates who are unwell with symptoms of coronavirus (COVID-19) should not attend an assessment.  The assessor should maintain a safe distance (2 metres) from the candidate at all times and should try to carry out conversation outside wherever possible.  Assessors and candidates should wash their hands for 20 seconds between each section of the care syllabus.  Equipment, and tools should be cleaned and disinfected before and after each candidate. Surfaces that are touched regularly should also be cleaned regularly.  Consider using markings on the ground to identify ‘safe’ areas for assessors and candidates to stand during assessment.  Feed samples / bedding/ tack cleaning equipment should be made available in the same area as the rest of the practical to make keeping the 2m distance much easier and the likelihood of coming across other centre staff much lower. | Hand sanitiser to be made available and used bewteen each section |
| Inadvertent entry of other staff to assessment area | Candidate  Assessor  Centre staff | | Easily visible signs advising that an assessment is taking place under controlled conditions and forbidding entry to others |  |
| Assessing candidates  Situations arising from outside of the assessment which may cause danger, for example, fire  Situations arising from illness or existing medical conditions. | Candidate  Other candidates  Assessor | | Any individual candidates with medical issues have been brought to the attention of the Assessing Team through the Assessors’ briefing before the assessment begins.  All assessors have current membership as an Accredited Professional Coach, which includes current First Aid and Safeguarding and Protecting Children. | Monitoring and vigilance from assessor.  Centre risk assessment of the stable yard and facilities has been made re: fire precaution, exits and so on.  First Aid kit to be nearby. |
| Checking hats | Candidate, Assessor | | Observe safety standard marks outside and from 2 metre distance wherever possible |  |
| Holding or leading a horse prior to mounting.  Rope burns to the hands. Being kicked if the horse is too close. Possibility of the candidate being pulled over and losing control of the horse and then becoming getting loose and/or falling. | Candidate  Other candidates  Assessor | | Assessor has checked the environment, suitability of the horse and tack before the assessment begins.  Suitable PPE including gloves. to be worn at all times (hat approved to current BSI standards)  Candidates to collect horses from yard or stable or follow individual yard protocol. | Assessor has checked the suitability of the horse and should request the centre to move or use another horse if the initial one is unsuitable or unsettled by a candidate.  Assessor vigilant. |
| Changing horses | Candidates, Centre staff | | Follow individual yard protocol.  Maintain 2 metre distance form all others throughout |  |
| Returning horses | Candidates, Centre staff | | Candidates return horse to yard/stable as directed by Centre staff, maintain social distancing at all times. | Wash/sanitise hands immediately session ends |
| Stable and yard environment, concrete flooring, slippery surfaces, stable fittings. Possibility of slipping, trapping hands in doors, breathing in dusty environments.  Damage to back if lifting incorrectly. | | Candidate  Other candidates  Assessor | Assessor has checked the environment and equipment before the assessment begins.  Weights are suitable for the candidates to lift safely.  Candidate to follow safe lifting procedures, assessor to intervene if unsafe.  Suitable system for cleaning and disinfecting equipment in place | Assessor has checked the equipment and location, confirmed which stable to use and monitors candidates working within the environment with suitable social distancing requirements being followed.  Items for handling are suitable |

**‘On the Day’ Risk Assessments**

**When carrying out a risk assessment:**

1. Identify the hazard for each activity 2. Identify those who may be harmed and how

3. Identify existing precautions 4. Evaluate the risks

5. Decide what further action is necessary 6. Communicate decisions.

**Check List for Centre**

|  |  |  |  |
| --- | --- | --- | --- |
| First Aid |  | Centre |  |
| Name of First Aider |  | Parking |  |
| First Aid kit fully stocked |  | Stable area |  |
| Location clearly marked |  | Tack room |  |
| A&E Hospital location |  | Other communal areas |  |
| Emergency Communication |  | Outdoor school |  |
| Mobile available |  |  |  |
| Nearest landline |  |  |  |

Notes and/or actions:

**Assessor initials: …………………….**

**On the Day Risk Assessment (for any risks not considered above)**

|  |  |  |
| --- | --- | --- |
| **Activity** | **Hazard** | **Control Measures** |
|  |  |  |
|  |  |  |
|  |  |  |

**Notes/Actions**

Date of assessment: ……………………………………………….………………

Assessment centre: ………………………………………………............................

Assessor name (printed): …………………………………………………….

Signature: …………………………………………………………………………..